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# SPECIAL BULLETIN

O F F I C E O F T R A I N I N G

21 November 1968

To: All Training Officers of the Agency

## INTERACTIVE EDP ORIENTATION

The Office of Computer Services will provide a pilot running of a new one-week Interactive EDP Orientation Course. This course duplicates about 50 percent of the fundamentals given in the ADP Orientation Course. However, instead of covering the Agency and Community picture, the emphasis is on interactive and terminal use. A simple interactive language will be practiced on a terminal installed via the telephone network in the classroom. This new course is appropriate for those concerned more with a working knowledge of terminal use than with the managerial aspects of ADP. It can be used in lieu of the ADP Orientation to meet the prerequisite for future ADP courses. Participation in one of the orientation courses does not preclude participation in the other.

### DESCRIPTION

This five (5) one-half day course is an introductory course in EDP for analysts or other persons who anticipate being in man/machine interactive environment. Emphasis is placed on those fundamentals which are necessary to understand interactive computers, remote terminals, and conversational man/machine languages.

The course includes overviews of such topics as the industry picture, hardware and software fundamentals, EAM, number systems, codes, hardware structure, interactive system philosophy, remote terminal languages, and use of terminals to solve simple programming problems. The equivalent of the OCS interactive computational language, SOLVE, is taught and students use this language on a remote basis.

This document is part of an integrated file. If separated from the file it must be subjected to individual systematic review.

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PREREQUISITE Approval of the student's IPC (Information Processing Coordinator) is required.

DATES 9-13 December 1968 (20 hours)  
16-20 December 1968 if demand warrants.

HOURS 1300 - 1700 hours

PLACE Room 1 D 1617 Headquarters Building

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REGISTRATION Limited to 20. Submit Form 73 to Fred  
[REDACTED] Room 2 E 29, Headquarters.

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ADDITIONAL INFORMATION Call [REDACTED] extension [REDACTED]

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